



### INVITATION TO BID (IB)

The Philippine Department of Tourism (PDOT) is in need of a Tourism Destination Marketing (TDM) company holding an office in **Vancouver, Canada**, to act as Marketing Representative who will represent Philippines and its tourism promotions interests in **Canada**. The selected company shall undertake the planning, development and implementation of an aggressive and sustained marketing and PR campaign for Philippine tourism.

The PDOT has a budget in the amount of **NINETY-SIX THOUSAND US DOLLARS (US\$96,000.00) or FOUR MILLION SEVEN HUNDRED SEVENTY-FIVE THOUSAND FORTY PHILIPPINE PESOS (PhP4,775,040.00) inclusive of all applicable taxes**. This amount is the Approved Budget for the Contract (ABC) for payment of the development and implementation of a PR and marketing campaign for Philippine Tourism geared towards **Canada** market for a period of one (1) year.

The PDOT – Bids and Awards Committee (DOT-BAC) now calls for the submission of bids for the said Project. Interested PR Companies based in **Vancouver, Canada** with at least **five (5)** years of existence and with relevant experience in the performance of the deliverables enumerated in the Project's Terms of Reference **must submit their bids in sealed envelopes (stamped received in Manila) on or before 9:00 a.m. of September 26, 2017** through mail or courier (**please indicate name of Project: PDOT TDM for Canada**) addressed to the undersigned, c/o Mr. Florencio S. Capati, Jr., PDOT-BAC Secretariat, 4<sup>th</sup> Floor, DOT Bldg., No. 351, Sen. Gil Puyat Ave., Makati City, Philippines, 1200. **Bids received/stamped in Manila after 9:00 a.m. MANILA TIME of September 26, 2017 shall not be accepted for being late and shall be returned by the PDOT-BAC to the sender/bidder.** Bidders are required to submit one (1) original or certified true copy and six (6) photocopies of their bids. Bidders are advised to please notify through e-mail ([pdot.bacsecretariat@gmail.com](mailto:pdot.bacsecretariat@gmail.com)) the PDOT-BAC the time of mailing its bid to Manila in order to avoid situations of denial of bids in the event that the courier makes a late delivery of an otherwise timely filed/received bids in accordance with this paragraph.

The complete schedule of activities is listed, as follows:

Activities	Schedule
1. Issuance and availability of Bidding Documents	September 6 to 25, 2017 (8:00 a.m. to 5:00 p.m. Manila Time) September 26, 2017 (until 9:00 a.m. only Manila Time) 4 <sup>th</sup> Floor, PDOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
2. Pre-bid Conference (Skype Account Name: dot-bac)	September 14, 2017 (10:30 a.m. Manila Time) 3 <sup>rd</sup> Floor Conference Room, PDOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
3. Request for clarification	September 15, 2017
4. Supplemental / Bid Bulletin	September 19, 2017
5. Submission and Receipt of Bids	on or before September 26, 2017 until 9:00 a.m. only Manila Time 4 <sup>th</sup> Floor, PDOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
6. Opening of Bids (includes Eligibility Check) (Skype Account Name: dot-bac)	September 26, 2017 (10:30 a.m. Manila Time) 3 <sup>rd</sup> Floor Conference Room, PDOT Building, No. 351 Sen. Gil Puyat Ave., Makati City

Bid Documents may be obtained at the PDOT-BAC Secretariat c/o Mr. Florencio S. Capati, Jr., at 4<sup>th</sup> Floor, PDOT Building, No. 351 Sen. Gil Puyat Ave., Makati City (Tel. Nos. 459-5200 to 30 loc. 406) upon payment of non-refundable fee of Five Thousand Philippine Pesos (PhP5,000.00) or its equivalent in US\$, to the PDOT Cashier, Ground Floor, PDOT Building, No. 351 Sen. Gil Puyat Ave., Makati City or deposited to:

Account Name	Philippine Department of Tourism - Regular Trust
Account Number	0407-021900-030
Beneficiary's Bank	Development Bank of the Philippines (DBP)
Bank Branch	F. Zobel Branch
Address	809 J. P. Rizal corner F. Zobel St., Makati, Manila, Philippines
Swift Code	DBPHPHMM

The PDOT reserves the right to reject any or all bids, declare a Failure of Bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding. Likewise, the PDOT may waive any minor defect therein and accept the offer most advantageous to the government. Further, the PDOT assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:

*[Signature]*  
**USEC. KATHERINE S. DE CASTRO**  
 PDOT-BAC Chairperson

**Date of Postings:**

Phil-GEPS website: September 6 to 13, 2017

PDOT website: September 6 to 13, 2017

PDOT Bulletin Board: September 6 to 13, 2017